

1 MINUTES OF THE REGULAR SCHEDULED MEETING
2 OF THE EMERALD ISLE BOARD OF COMMISSIONERS
3 TUESDAY, JANUARY 9, 2007 – 6:00 P.M. – TOWN HALL
4

5 The regular monthly meeting of the Emerald Isle Board of Commissioners was
6 called to order by Mayor Art Schools at 6:00 PM.
7

8 Present for the meeting: Mayor Art Schools, Commissioners Nita Hedreen, Tom
9 Hoover, Floyd Messer, John Wootten, and Maripat Wright.
10

11 Others present: Town Attorney Richard Stanley, Town Manager Frank Rush,
12 Asst. Town Manager/Finance Officer Mitsy Overman, Town Clerk Rhonda
13 Ferebee, Planning Director Kevin Reed, and Assistant Fire Chief Don Askew.
14

15 After roll call all who were present recited the Pledge of Allegiance.
16

17 **4. ADOPTION OF AGENDA**
18

19 *Motion was made by Commissioner Hedreen to adopt the Agenda. The*
20 *Board voted unanimously 5-0 in favor. Motion carried.*
21

22 **5. PROCLAMATIONS / PUBLIC ANNOUNCEMENTS**
23

24 Mayor Schools noted the following announcements for the public:
25

- 26 • **Spaghetti Dinner for Robert Casey – Sat. January 13 from 11 am to**
27 **7 pm – Community Center**
- 28 • **Bicycle and Pedestrian Advisory Committee – Tuesday, January 16**
29 **at 6 pm – Community Center**
- 30 • **Planning Board Meeting – Monday, January 22 at 6 pm – Town Hall**
- 31 • **Board of Commissioners Budget Planning Retreat – Thursday,**
32 **January 25 at 8:30 am – Town Hall**
- 33 • **Emerald Isle’s 50th Anniversary Celebration Begins!**
34
 - 35 ➤ **Southern Style Clambake – Thursday, January 25 from 4 pm to**
36 **7 pm – Western Ocean Regional Access**
 - 37 ➤ **First “Fish Tales” Roundtable History Discussion – Thursday,**
38 **February 8 at 6 pm – Bogue Inlet Pier**
 - 39 ➤ **50’s Sock Hop – Friday, February 23 from 6 pm to 8 pm –**
40 **Community Center**
- 41
- 42 • **Board of Commissioners Meeting – Tuesday, February 13 at 6 pm –**
43 **Town Hall**
44

45 Mayor Schools noted the new artwork on the walls courtesy of artist Gwen
46 Jordan, adding that there would be a reception here in Town Hall this Friday,

1
2 January 12 at 6 pm, the first art reception held and the public is encouraged to
3 attend to meet the artist. Mayor Schools also noted the upcoming Red Cross
4 Blood Drive on Friday, January 26 at the Community Center. Mayor Schools
5 stated that a group of citizens has been working with the Parks and Recreation
6 staff on 50th Anniversary Events and they hope by late January to have a firm
7 calendar to distribute that will announce the events scheduled for the whole year.
8 Town Manager Rush pointed out a change in the meeting date for the Bicycle &
9 Pedestrian Advisory Committee to Monday, January 22 at 6 pm at the
10 Community Center.

11
12 **6. INTRODUCTION OF NEW EMPLOYEES**

- 13
14 a. **Bill Matthias, Fire Engineer**
15 b. **Bill Johnson, Fire Engineer**

16
17 Asst. Fire Chief Don Askew on behalf of Fire Chief Walker and the Emerald Isle
18 Fire Department introduced the Town's two newest full-time employees with the
19 Fire Department, Fire Engineers Billy Matthias and Bill Johnson. Asst. Fire Chief
20 Askew noted that both Mr. Matthias and Mr. Johnson had been in part-time
21 reserve status for approximately 2+ years, and with recent openings these two
22 individuals have been promoted to full-time status. The Board congratulated and
23 welcomed them aboard.

24
25 **7. CONSENT AGENDA**

- 26
27 a. **Tax Refunds / Releases**
28 b. **Resolution Authorizing Governors Crime Commission Grant**
29 **Application – (07-01-09/R1)**
30 c. **Various Mid-Year Budget Amendments**
31 d. **Various Capital Project Ordinance Amendments, Resolution Formally**
32 **Closing-Out Capital Project Ordinances – (07-01-09/R2)**

33
34 ***Motion was made by Commissioner Wootten to approve the Consent***
35 ***Agenda. The Board voted unanimously 5-0 in favor. Motion carried.***

36
37 **Note: A copy of Resolution 07-01-09/R1, 07-01-09/R2 and all other Consent Agenda items are**
38 **incorporated herein by reference and hereby made a part of these minutes.**

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40 **8. PUBLIC COMMENT**

41
42 There were no comments from the Public.
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3 **9. PROPOSED REZONING – RESIDENTIAL MOTEL HOTEL (RMH) TO**
4 **RESIDENTIAL MULTI-FAMILY (RMF) – OSPREY RIDGE TOWNHOMES,**
5 **QUAIL RIDGE TOWNHOMES, KRYSTAL VILLAS TOWNHOMES,**
6 **DAISYWOOD TOWNHOMES**
7

- 8 **a. Public Hearing**
9 **b. Consideration of Rezoning**
10

11 Kevin Reed, Planning Director addressed the Board concerning this agenda
12 item. The following excerpt from Planning Director Kevin Reed’s memo to the
13 Town Manager is provided as background:

14
15 As you will recall, staff has been working with the Planning Board on another implementation measure identified in the
16 2004 CAMA Land Use Plan. This effort involves the rezoning of certain properties from RMH to RMF. Specifically,
17 that recommendation is to amend the Town’s Zoning Map to rezone existing condominium developments from RMH to
18 RMF where they have been designated as “mixed-residential” on the Future Land Use Map. The Planning Board was
19 asked at its November 27, 2006 meeting to consider the rezoning of the next of these areas which encompasses the
20 Osprey Ridge, Quail Ridge, Daisywood and Krystal Villas developments. These areas area designated as mixed
21 residential on the Future Land Use Map. You will find attached two maps showing the areas to be rezoned.
22

23 Following its discussion of the matter, the Planning Board voted unanimously (5 to 0) to recommend to the Board of
24 Commissioners that the property be rezoned.
25
26

27 ***Motion was made by Commissioner Hoover to open the Public Hearing.***
28 ***The Board voted unanimously 5-0 in favor. Motion carried.***
29

30 There were no comments from the Public.
31

32 ***Motion was made by Commissioner Hedreen to close the Public Hearing.***
33 ***The Board voted unanimously 5-0 in favor. Motion carried.***
34

35 ***Motion was made by Commissioner Wright to rezone the Quail Ridge,***
36 ***Osprey Ridge, Daisywood, and Krystal Villas Townhome developments***
37 ***from Residential Motel Hotel (RMH) to Residential Multi-Family (RMF),***
38 ***because the rezoning is consistent with the 2004 CAMA Land Use Plan and***
39 ***it is reasonable and in the public interest. The Board voted unanimously***
40 ***5-0 in favor. Motion carried.***
41

42 **Note: A copy of Record of Zoning Amendment is incorporated herein by reference and hereby made**
43 **a part of these minutes.**
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3 **10. COMMERCIAL REVIEW – EMERALD ISLE BAPTIST CHURCH**
4

5 Kevin Reed, Planning Director addressed the Board concerning this agenda
6 item. The following excerpt from Planning Director Kevin Reed's memo to the
7 Town Manager is provided as background:

8
9 The Emerald Isle Baptist Church located at 304 Emerald Plantation Drive is requesting commercial review of its
10 proposed building expansion project. The church desires to expand its facilities in order to create approximately 2,710
11 square feet of additional space. According to the plans submitted for commercial review, the expansion will create
12 additional classroom, office, kitchen, choir and other miscellaneous interior spaces. The church is also proposing to
13 cover two existing parking spaces. The Town's Zoning Ordinance requires that parking for churches be provided
14 based on the number of seats in the sanctuary. Since the plans do not involve expansion of the sanctuary, then no
15 additional parking will be required. The church has submitted materials to the Town in order to satisfy the Town's
16 stormwater requirements. The Town's consulting engineer, Greg Meshaw, has completed his first review and is
17 awaiting revised plans for further review. The proposed expansion will require the relocation of part (tank) of the septic
18 system for the church. The proposed expansion is proposed for areas of the church's property that have been
19 previously disturbed; therefore, no existing natural areas will be disturbed.
20

21 The Town's Technical Review Committee reviewed the proposed project at its meeting held on November 1, 2006.
22 Following the TRC meeting, the owners were asked to submit revised plans to address several issues. You will find
23 attached a copy of the revised plans. The plans include site details, floor plan details showing interior spaces to be
24 added and proposed building elevations including the proposed exterior colors. The Planning Board discussed this
25 project at its meeting held on December 18, 2006. Following its discussion of the matter, the Planning Board voted
26 unanimously (6 to 0) to recommend to the Board of Commissioners that approval of the commercial review be granted
27 subject to the following conditions:
28

- 29 1. Approval of a stormwater plan that meets the Town's Stormwater Ordinance.
- 30 2. Receipt of information from the Carteret County Health Department that the proposed expansion
31 plans meet their requirements.
32

33 Commissioner Hoover asked for clarification whether the parking lot between the
34 Ace Hardware and Emerald Isle Baptist Church was owned by the church. Mr.
35 Reed stated that he understood that property is not owned by the church but the
36 church has a long term lease for additional parking there for their facility.
37

38 ***Motion was made by Commissioner Wright to approve the plans for the***
39 ***expansion of Emerald Isle Baptist Church, contingent upon the approval of***
40 ***the storm water plan and septic approval from the Carteret County Health***
41 ***Department. The Board voted unanimously 5-0 in favor. Motion carried.***
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3 **11. COMMERCIAL REVIEW – ISLANDER MOTEL RENOVATIONS /**
4 **REDEVELOPMENT**
5

6 Kevin Reed, Planning Director addressed the Board concerning this agenda
7 item. The following excerpt from Planning Director Kevin Reed's memo to the
8 Town Manager is provided as background:
9

10 Islander Ventures of Emerald Isle, LLC is requesting commercial review for its proposed renovation and expansion
11 plans for the existing Islander Motel property. The applicants are proposing to demolish the existing brick one-story
12 office/restaurant building and the existing wood framed structure located on the northern portion of the property. These
13 demolition activities will make land available for the construction of an additional three-story office/motel building and
14 provide open space to accommodate an on-site septic disposal system. The net result of the demolition and
15 construction activities is that the number of motel units will increase from 80 to 100. According to the applicants, the
16 renovations and expansion will take place in two phases. The first phase will involve demolition activities as well as the
17 renovations to the existing motel building and improvements to the on-site septic disposal system. Phase One will
18 result in 80 upgraded motel rooms. The second phase will involve the construction of three additional buildings which
19 will be connected to each other. These buildings will house office/laundry facilities and additional guest rooms. Phase
20 Two will result in the construction of new office/laundry facilities as well as 20 additional motel rooms.
21

22 It is staff's understanding that the developers intend to operate the motel as a condotel. The proposed layout of the
23 rooms meets the Town's definition of motel/hotel as found in Section 19-62 of the Town Code. Furthermore, this
24 definition will require that all units be available for transient guests and that the owners of each unit may only occupy
25 them as transient guests. The developer's attorney, and the Town Attorney are currently working on language for the
26 condominium documents that will satisfy this requirement. The developers have submitted materials to the Town in
27 order to satisfy the Town's stormwater requirements. The Town's consulting engineer, Greg Meshaw, has reviewed
28 that information and has indicated that the proposed development is consistent with the Town's stormwater
29 regulations. In addition, the developers will be required to receive approval from the state for its on-site wastewater
30 disposal system. The Islander property currently consists of several separate parcels of land. The owners will be
31 required to recombine those separate parcels into a single parcel for setback purposes.
32

33 The Town's Technical Review Committee reviewed the proposed project at its meeting held on November 1, 2006.
34 Following the TRC meeting the developers were asked to submit revised plans to address several issues. You will find
35 attached a copy of the revised plans. These plans provide information on site details, proposed building elevations
36 and colors, landscaping details, guest room configuration and layout, exterior lighting details and the proposed plans
37 for on-site wastewater disposal. The Planning Board discussed the request at its December 18, 2006 meeting.
38 Following its discussion of the matter, the Planning Board voted unanimously (6 to 0) to recommend to the Board of
39 Commissioners that approval of the commercial review be granted subject to the following conditions:
40

- 41 3. Preparation of satisfactory condominium documents to ensure that the condotel operates as a
- 42 transient motel/hotel.
- 43 4. Preparation and recordation of a combination survey creating a single parcel of land.
- 44 5. Approval from the state for the proposed on-site wastewater disposal system.
- 45 6. Approval of any other necessary State permits for the planned construction activities, i.e. CAMA.
- 46

47 Commissioner Hedreen spoke of concerns about the definition of motel / hotel.
48 She felt it was clear that their plans for the condotel are not consistent with the
49 definition in the Town's ordinance; having a living room, private bedroom,
50 bathroom and full kitchen area with its own breakfast bar and separate area for a
51

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2 table. Commissioner Hedreen said the ordinance states rooming units or lodging
3 is defined as a compartment within a building containing no facilities other than a
4 bedroom, bathroom, and cooking and/or kitchen equipment. She felt the living
5 room or area is completely inconsistent with the ordinance.
6

7 Mr. Reed stated that the definition read literally would envision the typical motel
8 room that is on site now in the Islander Motel. Mr. Reed contended that in
9 today's market and the motel rooms that you find it is not uncommon to find
10 seating facilities, whether a love seat or chair and tables, as well as a desk and
11 work facilities.
12

13 The Board discussed the issue of the definition in great detail with Mr. Reed and
14 Town Attorney Stanley. Mr. Stanley stated that condotel just means that it is a
15 form of ownership, a motel unit individually owned, but it still must look and act
16 like a motel unit. Mr. Stanley stated that he was more concerned that it is
17 absolutely necessary that you cannot occupy as primary, secondary or in any
18 respect as a residence other than as a transient guest. Mr. Stanley stated in
19 order to do that you must have an on-site manager and a requirement in his
20 opinion that either the declarant, the one creating the condotel, or the
21 homeowners association can mandate who that on-site manager will be. You
22 cannot have a situation where everyone has a choice of whether or not to use an
23 on-site manager. Mr. Stanley stated that he didn't have a problem with the Board
24 conditionally approving plans but it must be based upon the fact that the
25 condominium documents are signed at some point and they are not there yet.
26

27 Bill Steele, Architect for the Islander, with Calloway, Johnson, Moore, & West,
28 P.A. in Winston-Salem, addressed the Board stating they had been working with
29 the Town since January 2006. Mr. Steele described the meetings and feedback
30 received from the Planning Board and Mr. Reed's office as well as requests from
31 the Town Attorney through Mr. Reed to be assured that the plans met the
32 ordinance. Mr. Steele described their efforts to be sure they had done everything
33 necessary to meet the requirements. Mr. Steele stated that they don't intend to
34 operate the Islander Motel as anything outside the ordinary, the language can be
35 agreed upon, and he hoped the Board would look favorably upon the plans as it
36 stands.
37

38 Town Attorney Stanley reiterated that he felt they needed to re-label a couple of
39 areas discussed, and did not have a problem with the Board giving conditional
40 approval subject to review and approval of the condominium declaration.
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4 The consensus of the Board was that if they received the satisfactory information
5 needed they could schedule a special meeting within a few days, and not make
6 them wait until the next regular meeting.

7
8 ***Motion was made by Commissioner Messer to table this item. The Board***
9 ***voted unanimously 5-0 in favor. Motion carried.***

10
11 **12. LOCATION OF NEW TOWN HALL BUILDING**

12
13 Town Manager Frank Rush addressed the Board with a visual presentation
14 concerning this agenda item. The following excerpt from Town Manager Rush's
15 memo to the Board is provided as background:

16
17 I have scheduled time on the January meeting agenda for the Board to discuss the location of a potential new Town
18 Hall building. I am seeking direction from the Board before proceeding further with planning for this project.

19
20 As you know, we have been discussing the need to expand and/or renovate the existing Police Station. We have been
21 working toward the idea of relocating Town administrative offices to a new Town Hall and allowing the Police
22 Department to expand into the existing space occupied by Town administrative offices. This approach appears to be
23 the most cost-effective approach in both the short-term and long-term.

24
25 Burnette Architecture has been working with the Police Department on a renovation and expansion plan for the Police
26 Department, and we hope to present a preliminary layout and cost estimate to the Board at the January 25 budget
27 planning retreat. The Police Department currently occupies approximately 2,300 sq. ft., which is much less than
28 necessary, and that space is in great need of renovation to bring it up to today's standards. You may recall that a 2005
29 analysis indicated that the Police Department is in need of a minimum of 4,600 sq. ft. now, and that the ideal design,
30 with an eye toward the future, should include approximately 6,700 sq. ft. The expansion of the Police Department into
31 the existing Town administrative office space (approximately 2,700 sq. ft.) would yield approximately 5,000 sq. ft. for
32 the Police Department. The existing Board room, which is approximately 1,700 sq. ft., would remain in its current
33 condition and could be used for Town training and meetings, and also community gatherings. The existing Board room
34 could eventually be used for additional expansion of the Police Department and/or the Planning and Inspections
35 Department as needed in the future.

36
37 If the Police Department expands into the existing Town administrative offices, Town administrative staff will need new
38 office space. It would be advantageous to also construct a new Town meeting room in conjunction with the new Town
39 administrative space, in a manner that improves the functionality of the Town meeting room and enhances the public's
40 ability to learn about and participate in Town government. I envision a "state of the art" Town meeting room specifically
41 designed to improve the ability of the public to view and understand graphic presentations, improve acoustics, and
42 create an inviting and inclusive environment for the public.

43
44 To allow for long-term growth in Town personnel, we have assumed that the new Town Hall would consist of
45 approximately 5,000 sq. ft. The current Town Hall includes approximately 2,700 sq. ft. for Town administrative staff
46 and approximately 1,700 sq. ft. for the Town meeting room for a total of 4,400 sq. ft. The Board should note that while
47 highly desirable, it is not absolutely necessary to construct a new Town meeting room, and if this feature is eliminated
48 there would be a need for a new building approximately 3,000 sq. ft. in size for Town administrative offices.

49
50 Real estate costs are obviously significant, and it is advantageous to construct a new building on land already owned
51 by the Town. It is also beneficial to maintain all Town buildings on the existing Town government campus for

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1 efficiency and cohesiveness purposes. With all of this in mind, we have been investigating two potential sites on the
2 Town government campus for a new building. The two sites are summarized below:
3

4 "Central Location on NC 58" – This site is located directly on NC 58 between Fire Station 1 and the
5 Community Center. It is located closer to the Community Center, and includes sufficient space for a
6 maximum building footprint of approximately 6,400 sq. ft. Any new building is envisioned as a 2-story
7 structure with a coastal design, which means this site could potentially support a building as large as 12,800
8 sq. ft. if necessary.
9

10 A new facility could be built on this site with a new Town meeting room on the ground floor accessible at
11 ground level from the rear with offices for Town administrative staff on the upper floor, also accessible from
12 the street-level. An elevator could be installed in the building to insure adequate handicapped access from
13 one floor to the other. Additional parking could be constructed behind the building and linked to the parking
14 area for the Community Center. A new, attractive storm water pond could be constructed with a wooden
15 boardwalk linking the new parking area with the Board meeting room. Additional handicapped parking could
16 be constructed near the front of the building off of NC 58, and the existing natural area to the east along NC
17 58 would likely support an on-site wastewater system.
18

19 This location has the advantages of being located in the center of the overall Town government campus, and
20 would also be highly visible by our residents and visitors.
21

22 "Northeastern Location Behind Existing Town Hall" – This site is located directly behind the existing Town
23 Hall parking lot and in front of the tennis courts at Blue Heron Park. This site includes sufficient space for a
24 maximum building footprint of approximately 6,000 sq. ft.. A new 2-story building could theoretically be as
25 large as 12,000 sq. ft. if necessary.
26

27 A new facility could be built on this site either all on one story or in two stories. The existing fuel tanks on the
28 western edge of this site would likely have to be relocated to accommodate a wastewater system and/or
29 storm water requirements. The Town is in the process of shifting to a new Wright Express credit card system
30 for fuel, and will likely abandon the use of these tanks anyway, except in case of emergency. There is no
31 area for additional parking in close proximity, and any new parking would likely be constructed adjacent to
32 the Community Center and/or across the driveway from the Planning and Inspections Department.
33

34 This location has the advantages of being located in an area that would maintain a more natural appearance
35 adjacent to the Community Center along NC 58, and is adjacent to existing parking areas for Town Hall.
36

37 I have attached preliminary site plan layouts for each site for the Board's review, and also full topographical
38 surveys of each site. The Board should recognize the preliminary nature of these layouts, which could be
39 impacted by the suitability of the soils for wastewater systems, the size of any required storm water systems,
40 and building codes governing the proximity of buildings to one another. The assumptions made to this point,
41 however, should be relatively accurate, and are based on research and general knowledge of these issues.
42

43 The Board should note that according to the Town's zoning and parking ordinances, which do not include specific
44 categories for government offices, the maximum number of new parking spaces that might be required for the new
45 Town Hall is approximately 40 – 50 spaces. From a practical standpoint, this number does not seem necessary due to
46 the fact that any new building would be replacing existing facilities. The Planning Director and I have discussed the
47 idea of creating a new Government zoning district with more specific standards associated with government uses, and
48 the Board may wish to consider addressing parking issues at that time.
49

50 The Town's 5-Year Capital Replacement / Improvement Program currently includes a total of \$1,500,000 of new debt
51 to be issued in FY 07-08 to finance the renovation and expansion of the Police Station and construction of a new Town
52 Hall building. This estimate appears to be reasonable for the projects contemplated. A \$1,500,000 debt issue
53 financed at 5% for 10 years yields an annual debt service payment of approximately \$195,000 per year, or the
54 equivalent of slightly less than half a penny on the tax rate under the new 2007 tax values. If the new Town Hall

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1 building does not include a new Board room, and the Town continues to utilize the current Board room, I would expect
2 the overall cost of the project to decrease to approximately \$1,000,000 - \$1,200,000.

3
4 The Board's preference was to leave the Town Hall Board Room as is, and to
5 look at the location behind existing Town Hall for the new site for Administrative
6 offices.

7
8 **13. APPOINTMENTS**

- 9
10 a. **Bicycle & Pedestrian Advisory Committee – 1 vacancy (Emerald Isle**
11 **Business Association slot)**
12 b. **Planning Board – 1 vacancy**
13 c. **Carteret County Beach Commission – 1 vacancy (Recommendation**
14 **only)**

15
16 **Summary of this Item:** Bicycle and Pedestrian Advisory Committee – 1
17 vacancy, term expires in December 2008.

18 Planning Board – 1 vacancy, term expires in March 2008.

19 Carteret County Beach Commission (Recommendation Only) – 1 vacancy, term
20 expires in January 2010.

21
22 ***Motion was made by Commissioner Wootten to appoint Jill Hauser to the***
23 ***Bicycle and Pedestrian Advisory Committee. The Board voted***
24 ***unanimously 5-0 in favor. Motion carried.***

25
26 ***Motion was made by Commissioner Messer to appoint Linda Hughs to the***
27 ***Planning Board to an unexpired term that expires in March 2008. The***
28 ***Board voted unanimously 5-0 in favor. Motion carried.***

29
30 ***Motion was made by Commissioner Wootten to recommend that Tom***
31 ***Hoover be appointed by the Carteret County Board of Commissioners to***
32 ***the Beach Commission. The Board voted unanimously 5-0 in favor. Motion***
33 ***carried.***

34
35 Mayor Schools noted that since appointing Linda Hughs to the Planning Board
36 that leaves a vacancy on the Board of Adjustment.

37
38 ***Motion was made by Commissioner Wright to appoint Tom Kelly to***
39 ***complete Linda Hugh's unexpired term, and to appoint Frank Powell to***
40 ***complete Tom Kelly's term, and to appoint Sally Waters as Alternate 2 on***
41 ***the Board of Adjustment. The Board voted unanimously 5-0 in favor.***
42 ***Motion carried.***

43
44 Doje Marks, 134 Sandcastle, wished to address the Board at this time. Ms.
45 Marks provided pictures for the Board to review to illustrate her topic of

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1
2 discussion, that being the additional vehicle traffic on Islander Drive between
3 Emerald Drive and the beach in light of the remodeling and expansion of the
4 Islander Motel. Ms. Marks spoke of her concerns, noting that the area already
5 has heavy traffic related to the Western Ocean Regional Access. She felt the
6 problem is due to the fact that Islander Drive is only wide enough to
7 accommodate 2 vehicles and not pedestrians at the same time. Ms. Marks
8 stated that this has been caused by the use of businesses and amusement areas
9 taking over the Town's right-of-way by placing fences, railroad ties, and fill to
10 elevate the right-of-way area in front of their properties, causing pedestrians to
11 walk in the roadway. Ms. Marks stated that sadly when emergency vehicles are
12 responding to a call with lights and siren, pedestrians will not move out of the
13 roadway making an already serious situation much worse, hindering emergency
14 personnel from getting to the scene promptly. Ms. Marks felt the situation could
15 be alleviated by requiring the property owners to remove the fencing, railroad
16 ties, and fill from the Town right-of-way thus enabling the Town to grade and add
17 crushed stone to provide safe pedestrian walking areas. Ms. Marks felt this was
18 a simple solution to a serious problem.

19
20 Mr. Rush said they clearly share these goals and concerns, but have not felt it
21 necessary to affect the business owners up to this time but would take this
22 approach based on the Board's direction. Commissioner Wootten said that those
23 infringing on the right-of-way need to be dealt with sooner or later, and he felt Ms.
24 Mark's made a good point. The Board indicated they could discuss this at the
25 upcoming Board workshop.

26
27 **14. COMMENTS FROM TOWN CLERK, TOWN ATTORNEY, AND TOWN**
28 **MANAGER**

29
30 Mayor Schools announced that Town Clerk Rhonda Ferebee had received the
31 Certified Municipal Clerk's designation at the first of this year. This designation is
32 something Ms. Ferebee has worked toward for a couple of years which included
33 experience and educational requirements and they were proud that she had met
34 these goals. Ms. Ferebee in response thanked the Town Manager, Mayor and
35 Board for their support and encouragement in pursuing these types of
36 educational opportunities.

37
38 There were no further comments from the Town Attorney.

39
40 Town Manager Rush spoke of the current status of the dredge, noting they could
41 be pumping sand as early as tomorrow in the vicinity of Sea Oats. Mr. Rush
42 provided the update on the Coast Guard Road Traffic Improvement project,
43 noting it is going well at this time. The Board agreed with Mr. Rush's proposal to
44 hold the Annual Budget Planning Retreat on Thursday, January 25.

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Mr. Rush updated the Board on the latest storm water solutions being investigated. Mr. Rush concluded by noting the vacancy on the Coastal Resources Advisory Council and if the Board wants to make a recommendation that would need to be communicated to the Division of Coastal Management by January 31. The Board stated they plan to recommend Town Manager Frank Rush to fill this vacancy.

15. COMMENTS FROM MAYOR AND BOARD OF COMMISSIONERS

There were no further comments from the Mayor or Board of Commissioners.

16. ADJOURN

Motion was made by Commissioner Messer to adjourn. The Board voted unanimously 5-0 in favor. Motion carried.

The meeting adjourned at 7:15 pm.

Respectfully submitted:

Rhonda C. Ferebee, CMC
Town Clerk